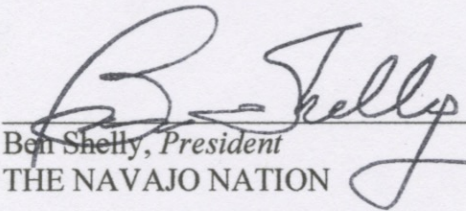




MEMORANDUM

TO: ALL EXECUTIVE BRANCH EMPLOYEES

FROM:


Ben Shelly, President
THE NAVAJO NATION

DATE: April 02, 2015

SUBJECT: Administrative Leave – Friday, April 03, 2015

In observance of Good Friday and Easter weekend, all Executive Branch employees, permanent and temporary, are hereby released for four (4) hours of Administrative Leave from 1:00 p.m. to 5:00 p.m. Please ensure that timesheets are submitted before taking leave.

While this applies to most Executive Branch employees, those who are emergency personnel, or who are on call, are exempt from early release, unless prior arrangements are authorized.

Please take this time to spend with your families and loved ones and I encourage everyone to drive safely during this special weekend.

Distribution:

cc: Hon. Rex Lee Jim, Vice President
Hon. LoRenzo Bates, Speaker
Hon. Herb Yazzie, Chief Justice